

# Minutes of the Veneta Urban Renewal Agency

## May 8, 2006

Council

Present: Chairman T. J. Brooker, Darrell Carman, Thomas Cotter, Marion Esty, and Sharon Hobart-Hardin

Others:

Ric Ingham, City Administrator; Sheryl Hackett, City Recorder; Dan Watts, Project Coordinator for the Veneta Downtown Plan; Brian Issa, Veneta Planner; Vicki Sourdry; Lee Taylor-Loewe; Linda Boothe; Kari Westlund; and Tami Sakany

---

### 1. CALL TO ORDER

Chairman Brooker called the Veneta Urban Renewal Agency to order at 6:02

### 2. CONSENT AGENDA (action taken at the end of the meeting)

### 3. WORK SESSION - Downtown Master Plan

#### a. Discussion of Land Development Code Update Process

Dan Watts said at this meeting he will review the proposed code audit changes with the Urban Renewal Agency. He said once the final text is drafted the City will send a notice to the Department of Land Conservation and Development (DLCD) 45 days before the City holds its first hearing on the proposed changes. It takes about 120 days from the time the changes are adopted until the final adoption.

In response to a question from Chairman Brooker, Ric said at their June meeting the Planning Commission will help Brian and Margaret prioritize the changes. They may recommend including adoption of residential design standards for the entire City and multi-family design standards for the Southwest Area Plan. The amount of work will depend on staff time and financial resources. Brian said changes may require some amendments to the Veneta Comprehensive Plan as well as the Land Development Ordinance but would be done concurrently.

#### b. Detailed Review of ODDA Code Audit

Dan explained that the code audit by ODDA is just one part of the development of a comprehensive downtown plan. ODDA established six goals as a result from their first meeting in January; (1) make downtown more cohesive and identifiable, (2) create a gathering space for residents and visitors, (3) visually represent Veneta's unique assets, (4) ensure that buildings and landscapes are created for safety and aesthetics, and to represent civic pride, (5) increase the mix of compatible uses, and (6) improve and enhance the pedestrian environment throughout downtown, as well as

the pedestrian connections to surrounding neighborhoods and civic resources. In general the main goal is to create a vibrant, safe downtown that is pedestrian friendly and helps foster local businesses.

Dan said the goal of this meeting is to get feedback on the code updates proposed by ODDA for the Residential Commercial (R/C) zone.

A recommendation on page 9 of the code audit is to require four of the existing permitted uses in the Residential Commercial zone to go through a conditional use review. There is also a recommendation to prohibit two of the currently permitted uses from the zone. In response to a question, he said existing uses would be grand-fathered in.

Brian said he would not recommend making changes to the Community Commercial zone without considering what it would change for properties zoned Community Commercial that are located outside the downtown area. In response, Dan said they have talked about creating an overlay zone for the downtown area.

Page 10 recommends establishing a minimum density requirement for residential units on lots in the R/C zone. The increased density would help support the commercial development in the downtown area. Darrell Carman asked for the definition of a "unit". Brian Issa read the definition of "dwelling" unit from the Land Development Ordinance.

Page 11 recommends placement standards for garages to assure the garage door does not become the focal point of the house and to make the street less auto centered. Ric suggested encouraging the use of alleys that exist on some blocks in the downtown area. Darrell Carman said he would suggest that the City purchase back all of the vacated alleys.

The group was not in favor of the suggestion to allow roof eaves to extend over a private property line but did not object to eaves extending over public owned alleys or right-of-ways.

Page 12 recommends requiring the front door of new residential buildings to be oriented towards the street. Linda Booth said sometimes it is nicer to have the front of a home with the entrance off a shared driveway. Darrell Carman pointed out the intent is to make the street more pedestrian friendly and make the front of buildings more inviting. Dan said one reason to orient front doors to the street is to connect the private areas to the public areas to help to increase interaction in the community. Front porches were also recommended for that reason.

Brian said he would recommend establishing design standards that have some flexibility so the Commission and Council could allow some exceptions for designs that may differ but still meet the intent of the code.

Sharon said building materials should also be considered in the design standards.

In response to a question, Dan said one of the recommended changes when they review the Community Commercial zone is to increase the maximum height of buildings.

Page 14 has a recommendation to require a minimum of 50% of the building length and 50% of the overall street facing wall to consist of windows. Again, staff would recommend that flexibility is added to the code to allow the Planning Commission and Council to make some exceptions for designs that meet the intent of the code which is to make neighborhood more inviting and more secure.

In response to a question from Vicki Sourdry, Dan said windows tend to discourage crime because the streets become more visible.

Dan said the code amendments are intended to promote a mix of uses, yet keep the residential look to the Residential Commercial area of the downtown. He said recommendations for the Community Commercial zones begin on page 16 of the code audit. The first recommendation is to several of the uses in the zone. Staff prefers the current code with regard to residential uses in commercial buildings. The group said they would like to have more clarification from ODDA on the recommended change. Ric also suggested requiring household appliance and small equipment repair and maintenance service businesses to go through conditional use review.

The recommendation on page 18 is to prohibit exterior display, storage and work activities in the Community Commercial zone, with the exception of plants and produce and possibly outdoor food vendors. Darrell said he would not want to prohibit temporary sidewalk sales. Dan said the purpose is to prohibit uses that do not encourage use by pedestrians.

Brian said the City's temporary use permits would allow for sidewalk sales. What the code audit is talking about is outdoor storage.

Recommendations for setbacks in the Community Commercial zone on W. Broadway are to require a maximum front yard of 10 feet that includes places for people to gather or landscaping that does not inhibit the view of the front facade of the building.

Setbacks along Territorial Road are recommended to be a minimum of 10 feet and maximum of 20 feet. The reason for the different setbacks is that W. Broadway is

intended to be more pedestrian friendly and Territorial is more auto oriented. The preference would be to have the continuity of all of the building fronts on a single street to have the same setback. Street trees are recommended on Territorial to provide a buffer that separates pedestrians from traffic which increases the comfort level. Two other ways to make the area more pedestrian friendly are (1) prohibit vehicle parking between buildings and streets and (2) encourage the use of shared driveways and parking areas.

Recommendations for building orientation are to orient the main entrances towards the primary street or to important intersections. The code would encourage commercial buildings on corners to create nodes. Another recommendation is to require parking areas to have both perimeter and interior landscaping to provide buffers and to break up the parking lot.

c. Critique of the Code Audit and suggestions for modifications

Ric said in two weeks the Urban Renewal Agency will meet again with ODDA for another one hour work session. After that, the Oregon Downtown Development Association (ODDA) will present a final Master Plan at a community meeting in June.

2. **CONSENT AGENDA** (continued from beginning of meeting)

**MOTION:** Darrell Carman made a motion to adopt the consent agenda. Sharon Hobart-Hardin seconded the motion.

**Vote:** Marion Esty, aye; Thomas Cotter, aye; Chairman Brooker, aye; Sharon Hobart-Hardin, aye; and Darrell Carman, aye

The consent agenda as approved included minutes for the regular Urban Renewal Agency meeting for April 10, 2006 and minutes for the special meeting on April 24, 2006.

4. **OTHER:** None

5. **ADJOURN**

Chairman Brooker adjourned the Urban Renewal Agency at 7:02 p.m.

---

T. J. Brooker, Chairman

ATTEST:

---

Sheryl Hackett, City Recorder

(minutes prepared by SLHackett)